



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Allan O'Shea
VICE-CHAIRPERSON
Edward Haik

Ken Hilliard
Ervin Kowalski
Jim Krolczyk
Glenn Lottie
Carl Rutske

CLERK

Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

DRAFT

POLICY COMMITTEE

Wednesday, December 2, 2009
10:30 A.M.

Courthouse & Government Center
Board of Commissioner's Room

REPORT

Members Present: Carl Rutske, Chairperson, and Edward Haik

Members Absent: Allan O'Shea

Others Present: Thomas Kaminski, County Controller/Administrator; Marilyn Kliber, County Clerk; Dale Kowalkowski, Sheriff; John O'Hagan, Undersheriff; Paul Woroniak, Deputy Sheriff; Karen Molby, Personnel Officer/Administrative Assistant

The meeting was called to order at 10:30 A.M.

ITEMS REQUIRING BOARD ACTION

The Committee reviewed an Application for Education Assistance from the Manistee County Education Fund submitted by Dale Kowalkowski, Sheriff, on behalf of Paul Woroniak, Deputy Sheriff. Mr. Woroniak is seeking a Bachelor of Business/Public Safety & Security Management with anticipated completion date in December 2011. After review and discussion,

Mr. Haik recommended approval to reimburse Paul Woroniak for up to \$656.00 for education expenses toward obtaining a Bachelor of Business Degree with proper written evidence of his grades with funds for the same being paid out of the Education Fund. No alternative recommendation was proposed.

Mr. O'Hagan appeared before the Committee to advise that he may need to request additional Education Fund dollars to cover an unforeseen shortfall in a previous request that was made and approved by the Board. He explained that he was awarded a Michigan Tuition Grant from the State of Michigan in the amount of \$1,050.00, and therefore reduced his previous request by that amount. He explained that the Michigan Tuition Grant funds may have been cut by Governor Granholm during the budget process. He has been advised by his financial aid counselor that these funds were not vetoed for undergraduate students, but whether the grant was funded at 100% will not be known until January 2010. If his grant is not awarded at 100%, or \$1,050.00, he will need to request the unfunded amount from the County. After a brief discussion,

Mr. Haik recommended approval to reimburse John O'Hagan for up to a maximum \$1,050.00 for education expenses toward obtaining a Bachelor of Business Degree with proper written evidence of his grades with funds for the same being paid out of the Education Fund in the event his Michigan Tuition Grant funds are not awarded at 100%. No alternative recommendation was proposed.

The Committee reviewed an Application for Education Assistance from the Manistee County Education Fund submitted by Marilyn Kliber, County Clerk, on behalf of Jill Nowak, Chief Deputy County Clerk. Ms. Nowak is seeking a Bachelor's Degree - Business Administration with anticipated completion date in 2011/2012. After review and discussion,

Mr. Haik recommended approval to reimburse Jill Nowak for up to \$3,283.00 for education expenses toward obtaining a Bachelor's Degree - Business Administration with proper written evidence of her grades with funds for the same being paid out of the Education Fund. No alternative recommendation was proposed.

At the request of the Ways & Means Committee, the Committee reviewed the Education Fund Policy to determine if amendments to the same are necessary. Increasing the years an employee must remain an employee of the County after completion of approved training was discussed, as well as employees sharing the cost and adding language for employees who are terminated from employment. After discussion,

Mr. Haik recommended effective December 16, 2009, the Education Fund Policy be amended as follows:

1. **that the years of service an employee must remain employed by the County after completion of approved training be increased from twenty-four (24) months to forty-eight (48) months, and**
2. **that language be added that an employee who is terminated or discharged from employment prior to fulfilling the forty-eight month requirement also be required to reimburse the County in full for any education fund assistance they received.**

No alternative recommendation was proposed. (APPENDIX A)

ITEMS NOT REQUIRING BOARD ACTION

The Committee reviewed several Resolutions from other Counties. (APPENDIX B)

The meeting adjourned at 11:00 P.M.

Carl Rutske, Chairperson

Edward Haik, Commissioner

Allan O'Shea, Commissioner (Absent)

EDUCATION FUND POLICY

Adopted April 21, 2006

Amended January 15, 2008

Amended December 16, 2009

In order to assist regular full-time employees to qualify for increased duties and responsibilities, further develop their technical and professional careers, and prepare for promotion, the County may provide assistance from its Education Fund. Assistance is designed to aid employees who initiate job-related college or technical school courses that will contribute to their overall effectiveness in their present position. Please note that Elected Officials are not eligible to apply for Education Fund dollars for their own personal use.

Regular full-time employees are eligible to apply for the education assistance after completion of twelve (12) months of continuous full-time employment and they must remain employed by the County for a minimum of ~~twenty-four (24) months~~ **forty-eight (48) months** after completion of approved training. An employee who voluntarily terminates his/her employment with the County, **or an employee who is terminated, dismissed or discharged with or without cause from his/her employment with the County**, prior to fulfilling this obligation will be required to reimburse the County for the assistance received prior to the release of his/her final check.

To take advantage of this Policy, employees must complete an application form which can be obtained in the Administration Office. This application must also be signed by the employee's Supervisor. Prior to participation in a class, the employee's Supervisor and the employee must appear before the Policy Committee to request Education Fund dollars and provide an explanation for their request. The education program cannot conflict with normal job duties. Employees must take classes during non-work hours and employees taking online classes must do the work at home. Reimbursement is limited to tuition costs paid by the employee subtracting scholarships, tuition grants or other third party payments.

Recipients of education assistance funds are required to maintain a minimum 3.0 GPA, and written evidence of their grades shall be submitted to the County after the completion of each term. An employee must first pay the necessary education expenses and maintain appropriate evidence of such payment. Under no circumstance shall the County reimburse employees for meals, travel, lodging, books, or miscellaneous expenses. Reimbursement will be made upon the employee presenting their grades and a copy of the receipt of the actual payment made.

In the event the employee fails to successfully pursue the degree in accordance with the request provided to the Policy Committee, or in the event the employee does not maintain a 3.0 GPA, the employee will not be eligible for reimbursement.

Courses may be taken at community colleges, four-year colleges, universities, trade schools, vocational schools, technical schools and institutes licensed, authorized or approved by the State Department of Education. All credits must be transferrable to a major university.

The benefits provided under this Policy may be unilaterally modified or eliminated by the County at any time, at its sole discretion. Funds available each year may be limited based on budget constraints. In the event this Policy is modified or eliminated, reimbursements noted above shall be limited to those classes in which an employee is enrolled and actively participating at the time that this Policy is modified or eliminated.

APPLICATION FOR EDUCATION ASSISTANCE FROM THE
MANISTEE COUNTY EDUCATION FUND

Name: _____

Department: _____

Title: _____

Degree Seeking: _____

Amount Requesting: _____

Educational Institution: _____

Anticipated Degree Completion Date: _____

Explanation of Education Assistance Request: _____

Signature of Employee: _____

Dated: _____

Signature of Supervisor: _____

Dated: _____

____ Approved by Policy Committee on _____

____ Approved by County Board on _____

Amount Approved \$ _____

____ Disapproved by Policy Committee on _____

Comments: _____

APPENDIX B

ANTRIM COUNTY
BOARD OF COMMISSIONERS
P.O. Box 520
Bellaire, Michigan 49615
Phone (231) 533-6353
Fax (231) 533-6935
Chairman:

November 19, 2009

At the November 12, 2009 meeting of the Antrim County Board of Commissioners, the following Resolution was offered:

RESOLUTION #39-09 by Michael Crawford, seconded by David Howelman

WHEREAS, the County of Antrim strongly supports tourism throughout the State of Michigan; and

WHEREAS, the County recognizes that current funding for the **Pure Michigan** program has been exhausted and legislation has been introduced in the Michigan Senate to seek additional funds for the program; and

WHEREAS, the funding source proposed by the Michigan Senate includes a tax on tourist-related sales which cannot fund the program at its current levels, and it would likely take at least three years before the necessary funding level is achieved; and

WHEREAS, the Michigan House has proposed legislation to continue funding the **Pure Michigan** program through an alternative funding plan that calls for a \$2.50 tax on car rentals at major airports.

NOW, THEREFORE, BE IT RESOLVED, that the Antrim County Board of Commissioners asks that the Michigan Senate introduce legislation that mirrors the bills introduced by the Michigan House which includes an alternative funding plan for the **Pure Michigan** program that calls for a \$2.50 tax on car rentals at major airports to allow for the immediate funding of the **Pure Michigan** program.

Yes – Drenth, Dawson, Bargy, White, Howelman, Crawford, Stanek, Blackmore, Allen;

No - None;

Absent – None.

RESOLUTION #39-09 DECLARED ADOPTED.

ANTRIM COUNTY CLERK, BELLAIRE MI
STATE OF MICHIGAN, COUNTY OF ANTRIM, ss
I, Laura Sexton, Clerk of the County of Antrim, do certify
the above is a true and exact copy of the original record
now remaining in this office.

IN TESTIMONY WHEREOF, I have set my hand and
official seal at the Village of Bellaire in said county
this 19th day of November, 2009

Laura Sexton County Clerk

COUNTY OF LAKE
STATE OF MICHIGAN
Resolution # 10/28/2009 1214

Whereas, Michigan State University Extension (MSUE) and the Michigan Agricultural Experiment Station (MAES) have had a valued partnership with county, state and federal government for 86 years; and

Whereas, state budget decisions related to our partnership are of extreme concern, with the potential of a line-item veto resulting in zero funding for MSUE and MAES; and

Whereas, the impact of our state partner’s decision has devastating consequences for MSUE and our county partners, as more than 80 percent of state funding supports the staff members of MSUE; and

Whereas, every county and every legislative district will be affected by a veto of MAES and MSUE funding, which are outreach programs that make a significant impact on people's lives; and

Whereas, if funding lines are vetoed, MSUE will be forced to cancel all county- and campus-based programs and meetings immediately, and the MAES will immediately close 17 research stations across the state; and

Whereas, MAES and MSUE are providing the research for the green economy and translating that research into the creation of new jobs for Michigan; and

Whereas, in 2008, MAES and MSUE funds generated a total economic impact for the State of Michigan of \$1.062 billion; and, for every \$1 provided by the state, MAES and MSUE generated another \$2.33 for research and Extension work in Michigan, and, with a veto, this income would be lost, with much of it going to other states; and,

Whereas, the reputation of MSU will be damaged, and it will take years to restore the faith of federal and foundation funders and private donors. Now, therefore, be it

Resolved, that on this 28th day of October in the year of Two Thousand Nine, that Lake County urges the Governor to sign the Higher Education budget as passed by the Legislature.

STATE OF MICHIGAN))SS
COUNTY OF LAKE)

I, Shari Gibbs, Deputy Clerk of the Board of Commissioners for the County of Lake, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board at its regular meeting on October 28, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County of Lake this 28th day of October, 2009 at Baldwin, Michigan.

Shari Gibbs, Deputy Clerk of the Board

Creation of Elected County Road Commission Districts

WHEREAS, Public Act 283 of 1909, provides in MCL 224.6 and 224.8, the duties of the Board of Commissioners with respect to those persons elected or appointed to the office of county road commissioner; and

WHEREAS, it is within the discretion of the Board of Commissioners to determine whether those serving as members of the county road commission are to be elected or appointed to the county road commission, as well as the actual number of persons serving on the road commission, with the possibility of no less than 3 and no more than 5; and

WHEREAS, it is also within the discretion of the Board of Commissioners to authorize the participation of those serving in the capacity of county road commissioner in an insurance or retirement program established through the county; and

WHEREAS, the primary function of county road commissioners is to provide reasonably safe roads within their jurisdiction through proper construction and maintenance, including but not necessarily limited to dust control on gravel roads, roadside mowing, snow and ice removal, traffic signs and signals, pavement markings, pothole patching, road and bridge design, construction inspection, subdivision plat review, and traffic studies; and

WHEREAS, equal representation of these services and an equality of road care and monetary investments throughout each individual county is both necessary and expected by the public at large; and

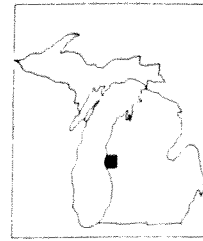
WHEREAS, Michigan's state legislators and county commissioners are elected by districts to ensure equal representation for all Michigan's citizens; and

THEREFORE BE IT RESOLVED, That the _____ County Board of Commissioners supports legislation that would amend Public Act 283 of 1909 to allow the County Board of Commissioners the option of moving a system of County Road Commissioners elected by district; and

BE IT FURTHER RESOLVED, That copies of this resolution be sent to the Governor, Members of the Michigan Legislature (insert your Senators and Representatives), and the Michigan Association of Counties.



Oceana County
BOARD OF COMMISSIONERS
County Building
P.O. Box 31
Hart, Michigan 49420



B-5

RESOLUTION IN SUPPORT OF OCEANA COUNTY SHERIFF'S
OPPOSITION TO CURRENT LEIN FUNDING FORMULA

Moved by Mrs. Kolbe and seconded by Mr. Simon to adopt and approve the following Resolution:

WHEREAS, initially, the Law Enforcement Information Network (LEIN) system (the mainframe, data transmission line and terminals) were owned and maintained by the State of Michigan; and

WHEREAS, at that time, no revenue generating programs existed to offset the expense of the LEIN system; and

WHEREAS, the formula to fund the cost of the system was developed in the 1970s; and

WHEREAS, the formula allocated two-thirds of the annual cost of the system to the State and one-third of the annual cost of the system to local units of government; and

WHEREAS, although the system has changed substantially since that time because the local units of government now own, operate and maintain their own records management systems and the LEIN system now services essentially as a pass-through, the funding formula enacted in the 1970s has remained constant; and

WHEREAS, new Criminal Justice Information Systems (CJIS) legislation which is known as SB 648, enacted in 2005, expanded and combined the role and definition of the previous LEIN and AFIS Boards to include LEIN, AFIS and other information systems related to criminal justice and law enforcement such as I-CHAT and Sex Offender Registration, of which local units of government contribute an estimated 70% to 80% of the data; and

WHEREAS, as indicated in the Michigan State Police budget, the CJIS system now produces an estimated \$11 million in total revenue from programs such as I-CHAT, the Sex Offender Registration and fingerprinting services; and

WHEREAS, in the spring of 2008, the CJIS Policy Board agreed, in principle, to cover the **validated deficit** for LEIN operation for 2008 and 2009 through a fee structure; and

WHEREAS, information requested regarding validated deficits and projected revenue was never provided to the CJIS Policy Board's satisfactory and, the Policy Board which included multi-discipline/ multi-professional representatives from the courts, prosecutors, local policy, sheriffs, MSP and other groups was subsequently abolished by Governor Granholm; and

WHEREAS, following abolishment of the CJIS Policy Board, County officials received no official notification but were told of the possible re-institution of LEIN agency fees and that the fees would not be retroactive; and

WHEREAS, the following invoices totaling \$7,464.00 for LEIN agency fees from October 1, 2008 to September 30, 2009 were received by Oceana County:

- Sheriff
 - LEIN Per Capital for Officers (22 @ \$12.00) \$ 264.00
 - OESH - LEIN Station Fee \$2,000.00
 - OESHCOMP - LEIN Station Fee \$2,000.00
 - Agency Fees \$ 800.00
- Prosecuting Attorney
 - Agency Fee \$ 800.00
- Circuit Court
 - Agency Fee \$ 800.00
- District Court
 - Agency Fee \$ 800.00

and;

WHEREAS, the invoices are indeed retroactive;

WHEREAS, despite documented requests from representatives from the counties, no response has been received to date for a validated accounting of LEIN costs and revenues or for answers to questions such as:

- Why are only State investments considered in calculating the cost of LEIN?
- Why is the entire cost of the mainframe computer charged to LEIN even though it is also used by the State to run other programs unrelated to LEIN?
- Why is the revenue from the sale of information on I-CHAT and other CJIS system programs not included on the balance sheet when determining the cost of LEIN?

THEREFORE, BE IT RESOLVED: That the Oceana County Board of Commissioners hereby supports the Oceana County Sheriff in his opposition to the current LEIN funding formula.

BE IT FURTHER RESOLVED: That the Oceana County Board of Commissioners instructs the Administrator/Fiscal Officer to place appropriate funds from the Sheriff, Prosecuting Attorney, Circuit Court and District Court budgets as invoiced for 2009 LEIN fees in an agency account until such time as the issues regarding the LEIN fees are resolved to all parties satisfaction; and


BE IT ALSO RESOLVED: That the Oceana County Administrator is hereby instructed to send a letter to the Michigan State Police to inform them of this action; and

BE IT FINALLY RESOLVED: that certified copies of this Resolution be submitted to Governor Granholm; the Michigan House and Senate Appropriations Committees; the Michigan State Senators and Representatives serving the residents of Oceana County; the Michigan Association of Counties; and Michigan Municipal Risk Management Authority; and, the other 82 Michigan counties.

Roll call vote: Kolbe, yes; Simon, yes; Byl, absent; Malburg, yes; Brown, yes; Powers, yes; and, Van Sickle, absent. Motion carried.

CERTIFICATION:

The undersigned, being the Clerk of Oceana County, does hereby certify that on the 8th day of October, 2009, the Oceana County Board of Commissioners did adopt the above Resolution at its Regular Meeting.


 Rebecca J. Griffin, Clerk
 Oceana County
 Board of Commissioners